



**COMSATS University Islamabad (CUI), Lahore Campus**  
**Purchase Section**

Date: November 26, 2018

Case # 2586

**BoQs of Food Arrangements for BoRRN Event 2018 to be held on November 30, 2018, Department of IRCBM, CUI-Lahore**

Sr. #	No change in the BoQs (Specs & Qty.) of CUI, as detailed below, is allowed. Any additional information may be mentioned in the blank columns (i.e. model / brand or Price). Any modification in CUI. BoQ may lead to rejection of bid (fully or partially).	Rate to be quoted Inclusive of all (applicable) Taxes		
		Item Name & Specification	Qty.	Unit Price (Rs.)
1	<b><u>Morning Hi-Tea (November 30, 2018)</u></b> Milk Tea, Green Tea (Tea Bags) and Coffee (with Hot Water provision) with Biscuits, Crockery, Cutlery, Napkins, including Serving Tables to be set in IRCBM Corridor	100	Nos.	
2	<b><u>Lunch (November 30, 2018)</u></b> Curry: Chicken Mughlai, Vegetable Rice Mineral Water, Nan, Raita Crockery, Cutlery, Napkins, Serving Tables to be set in IRCBM Corridor	100	Nos.	
3	<b><u>Evening Tea (November 30, 2018)</u></b> Milk Tea and Green Tea (Tea Bags) and Coffee (with Hot Water provision) with Biscuits, Crockery, Cutlery, Napkins, including Serving Tables to be set in IRCBM Corridor	100	Nos.	
<b>Total Amount (Rs.) inclusive of all taxes</b>				

**Note:**

- Purchase / work order (s) will be awarded **on Turnkey basis.**
- Please submit the bid on CUI-Lahore prescribed BoQs, otherwise your bid / item may be rejected.
- The supplier is well established firm/company in the business of Food/Catering & Event Management with sound financial status.
- Nos. of Persons may be increased or decreased before awarding the purchase/work order.
- Food must be of high quality and hygiene.
- Crockery & Cutlery must not be cracked, chipped and dirty or scratches.
- Multiple prices of an item may lead to the rejection of item/bid.

Signature & Stamp of the Bidder

**TERMS AND CONDITIONS**

**[All pages (BoQs & Terms & Conditions) are mandatory to be signed / stamped, failing which the bid may be rejected.]**

Signature of Contractor with Stamp

1. *Any addition, deletion or modification of any clause of the procurement terms & conditions of CUI, Lahore Campus by any vendor will not be acceptable and may lead to rejection of the bid.*
2. Part / Advance payments is not allowed.
3. The exact completion / delivery time from the date of the purchase / work order will be **One Day (November 30, 2018)**. The handing over / completion time for this contract is of critical importance.
4. Your bid proposal should be inclusive of freight and all taxes and to be delivered at COMSATS University Islamabad (CUI), Lahore Campus’s premises.
5. The quotation should be submitted in a sealed envelope.

The envelope shall also bear the word **“CONFIDENTIAL”** and the title of procurement of **“Food Arrangements for BoRRN Event 2018 to be held on November 30, 2018, Department of IRCBM, CUI-Lahore”**.

Secretary Purchase Committee  
 COMSATS University Islamabad, Lahore Campus  
 Defence Road, Off Raiwind Road, Lahore.  
 Tel: 042-111-001-007, Ext: 875

6. Payment will be made on submission of Invoice in the name of “COMSATS University Islamabad, Lahore Campus” with a copy of delivery challan (s) after the complete order has been supplied, inspected and accepted which includes delivery and installation, and COMSATS University Islamabad, Lahore Campus acceptance / inspection thereof.
7. All prices should be quoted on F.O.R (Pak Rupees) and **valid for at least 40 days**.
8. In case of any dispute or grievance, the matter shall be addressed as per PPRA rules.
9. If the vendor fails to deliver the goods / services to CUI, Lahore Campus in time then the penalty will be charged as under:-
  - a. 1% per day of the invoice price for 5 working days.
  - b. 2% per day of the invoice price for further 5 working days.
  - c. If the vendor fails to deliver the goods / services during the extended period then the purchase / work order may be cancelled.
10. The bid should be submitted in a sealed and stamped envelope up to **November 28, 2018 before 1400 Hrs** and will be opened on the same date at **1430 hrs** in the presence of available bidders.
11. The undersigned affirm that the terms and conditions as contained in this document have been read and accepted and that in the event of selection of my/our rate the agreement in the prescribed form will be entered into:

- **Company / Vendor Name:**.....
  - **Postal Address:**.....
  - **Tel. / Mobile:**.....**Email:**.....
  - **NTN# :**.....**GST#:**.....
- Signature:** .....

**Signature of Contractor with Stamp**